



DEPARTMENT OF THE ARMY  
HEADQUARTERS, U. S. ARMY SERGEANTS MAJOR ACADEMY  
11291 SGT E. CHURCHILL STREET  
FORT BLISS, TEXAS 79918-8002

REPLY TO  
ATTENTION OF:

ATSS-BAC

20 Feb 03

MEMORANDUM FOR Students, U.S. Army Sergeants Major Academy, (USASMA), Sergeants Major Nonresident Course, Fort Bliss, TX 79918-8002

SUBJECT: Welcome Class 30

1. I would also like to congratulate you on your selection to the NRSMC. Participation in this program is highly selective and the Services select only the very best senior noncommissioned officers for enrollment. Your selection, therefore, is testimony to your outstanding professionalism and your potential to perform in positions of greater responsibility.

2. As Command Sergeant Major West pointed out to you, the program is demanding. Most students complete the course successfully, however some do not. In this regard, I advise you to do three things while you are in the course.

a. First, **make steady progress**. I strongly encourage you to set high goals for yourself concerning how much of the course you want to complete by specific dates. Use your course completion schedule as a yardstick to measure your progress and as a guide to help you meet your course goals. The completion dates are the Army's minimum progress standards.

b. Secondly, **study for your module examinations**; you will not pass them if you don't. The examinations are closed-book tests that contain four to five questions from each lesson in the module. USASMA does not allow you to use any lesson material while taking the examinations. Although they are "multiple choice" questions, you will not be able to select the proper answers unless you understand and know all the lesson material. Disinterested test control personnel administer each examination.

c. Finally, **stay in contact with your Class Facilitator (CF)**. Their primary responsibility is to assist you in completing this course. Your Class Facilitator will try to answer your questions but they can only help you when you talk to them. Additionally, we require that you contact your Class Facilitator by telephone or email at least once a month. They will keep you up to date on where you are in relationship to NRSMC requirements.

3. **Information Pamphlet**. You must read the information pamphlet about this material carefully. It will answer most of the questions you may have about the course.

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4. Registration. Class 30 will be the second time that a NRC class registers online. You must access the NRC's website and go to the Class 30 page to begin registration starting the first week of April 03. It is extremely important that you complete all required registration information, Height/Weight Verification Form, Biographical Data, and Test Control Questionnaire as soon as possible. You must ensure that the information you provide us is accurate to speed the registration process. This information is our primary source of data on you as a student and we use it to build your Academic Progress Record.

**NOTE: You will not be able to take any END OF MODULE EXAMINATIONS until we receive all data.**

5. Your course officially begins on 01 April 2003. If you have any questions concerning the course, you may contact us by two methods. The **primary** methods are by telephone and email. The NRC website (<http://usasma.bliss.army.mil/NRC/>) provides additional methods of contacting us.

8. Once again, congratulations on your selection for participation in the Nonresident Course. We look forward to seeing you for the resident phase and graduation.

PATRICK E. CROSS, JR.  
SGM, USA  
Chief, SMNRC